

The Quarterly Connection

YOUR LINK TO THE MOST CURRENT INFORMATION REGARDING UNEMPLOYMENT INSURANCE AND WORKERS' COMPENSATION

Note: Throughout this newsletter, "UI" refers to "Unemployment Insurance" and "WC" refers to "Workers' Compensation."

The UI Taxable Wage Base
for 2006 is \$17,100.00

Quarterly Reporting Forms

Employers who file their quarterly reports (UI and WC) on paper are *required* to use the forms provided by the Division. Substitute forms are not accepted. Failure to use the proper paper form may result in an unfiled report and additional penalty/interest costs to the employer.

As an alternative to the paper reports, employers can use WIRE (Wyoming Internet Reporting for Employers) to file quarterly reports. WIRE provides an employer-controlled, quick and easy method for reporting. WIRE can be accessed at: <https://doe.state.wy.us/wire>.



Free Risk Management Services

The Risk Management Team wants to help your company reduce costs. You can request FREE Risk Management services on line at <http://doe.state.wy.us/riskonline>.

The WC Corporate Officer/LLC
Member Average Wage per
quarter for 2006 is \$7,882.26.



DEPARTMENT OF EMPLOYMENT

Seatbelts Save Lives

With the advent of winter driving conditions, the Department reminds you to wear your seatbelt. In 2005, highway accidents took the lives of 17 workers in Wyoming and 1,428 nationwide while they were on the job. Most of these deaths were due to the failure of drivers and/or their passengers to wear their seatbelts. For more occupational safety and health statistics and analysis, go to <http://doe.state.wy.us/lmi/safety.htm>. Embrace Safety for Life – wear your seatbelt each time, every time.

W Wyoming
I Internet
R Reporting for
E Employers

<https://doe.state.wy.us/wire>



Employer Responsibilities

An employer is responsible for the accuracy of the UI and WC information provided to the Department. If you contract with a third party (CPA, Public Accountant, payroll service, etc.) to prepare your quarterly reports and the reports are submitted incorrectly, you are responsible for the consequences. Reporting errors may result in a lapse of coverage, over- or under-payments, interest charges, and penalties assessed to your account.

To help prevent errors, be sure to give your preparer all the information needed, including UI and WC rates, proper UI account number and WC employer number, and any Statement of Accounts you may receive.

Amended Report Forms

All changes to original quarterly reports MUST be submitted on Wyoming's Joint UI/WC Amended Report Form (WYO047X). A reproducible copy of this form is available on the Internet at: <http://doe.state.wy.us/utd> in the "download forms" link.

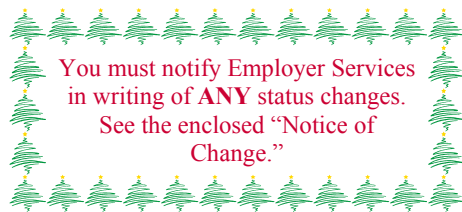
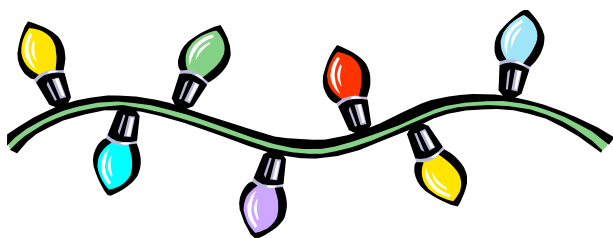


On-Line Applications for Business Training Grants

Around February 1, 2007, an On-Line Application for Business Training Grants will be available. The registration process to use this application is simple, consisting of a request form containing data about the business, and an Electronic Funds Transfer (EFT) request form for payments. The On-Line application will closely resemble the current paper form. On-Line applications will reduce processing time for each application and save time for employers applying for multiple grants.

WIRE Tips

Are you having trouble with your WIRE password? The password is masked for security reasons, so you can't tell if you are typing it correctly at the login. You might want to type it in Notepad or in a word processing software first, then copy and paste it onto the login screen. Remember, your password is case sensitive and must contain at least nine characters including one upper case letter, one lower case letter, a number and a symbol. If you still have trouble, go to the login screen and choose the ID or Password Recovery feature in the lower part of the screen. This is very similar to your initial account setup in that you will need to provide all your account numbers and your last payment amount.



You must notify Employer Services in writing of ANY status changes. See the enclosed "Notice of Change."

A New Look is Coming Soon

The Department of Employment has hired a vendor to redesign the Department's Internet site. The new site will be user driven, making it easier for employers to access and locate pertinent information. Watch future newsletters for progress on this new site.

"Quarterly Connection" Article Suggestions

The "Quarterly Connection" is designed to give employers up-to-date, timely information on employer issues in Wyoming.

Suggestions for future articles are always welcome. To submit a suggestion, send an e-mail to wty-son@state.wy.us or mail your idea to:

Unemployment Tax Division
Quarterly Connection
P O Box 2760
Casper, WY 82602-2760

To obtain blank "Employee Wage Listings" forms (WYO-078), write to:

Unemployment
Tax Division
Employer Services
Wage Forms
P O Box 2760
Casper WY 82602-2760

or fax 307-235-3278
or call 307-235-3217
or <http://doe.state.wy.us/etd>

Wyoming Department of Employment

Workforce Development Training Fund

Need help funding employee training programs? Information and applications for the Workforce Development Training Fund Grant Program and other Economic Development programs are available at www.wyomingworkforce.org/wdtdf. Funding is available to help meet employer needs, including skill upgrades, training for new positions and economic development.

Thank You to Employers

The Department would like to thank all of the employers who attended the Employer Seminars across the state. The turn out was excellent, the comments were great, and we met wonderful people everywhere.

WYOMING NEW HIRE REPORTING

Wyoming Statute 27-1-115 requires WY Employers report their newly hired or re-hired employees to the WY New Hire Reporting Center

Mail:
PO Box 1408
Cheyenne, WY 82003

Web: www.wy-newhire.com

Call 307-638-1675
or 1-800-970-9258
FAX 1-800-921-9651

NOTE:

This report is *separate* from the report to the Department of Employment

IRS Form 940 Credits for Wyoming Unemployment Insurance Taxes Paid

For Internal Revenue Service 940 form purposes, only Wyoming unemployment insurance taxes can be used as a credit against IRS 940 taxes. Do not include the Wyoming Support Fund factor (0.00112 or 0.112% for 2006 of the total paid), as this is a Wyoming state tax.